

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Basic School

DATE: 3 April 1956

FROM : Chief, Orientation and Briefing

SUBJECT: Items of Interest for the Period
27 March 1956 to 3 April 1956

1. a. The CIA Introduction was conducted on 29 March 1956, for an audience of 75 CIA employees.
b. Audience evaluation: Far above normal.
c. Attached is a detailed breakdown of those in attendance.
2. Several discussions took place with various people in DD/P in an effort to clarify the method of briefing two VIP's from the Far East. These instructions were frequently conflicting. The climax of all of these discussions was the actual briefing done by Chief/OB/BS on March 30, 1956 for the two personages from the Far East. Apparently the Agency officials who attended the undertaking were well satisfied with the production.
3. Chief/OB/BS received a formal invitation from the Department of State to attend the graduation ceremony for the Mid-Careerists and Junior Foreign Service Officers. This was a significant recognition by State that those in the Foreign Service Institute were pleased with what we have done in briefing the groups. The graduation ceremony took place on the afternoon of March 29 in the auditorium of the Department of State. The Secretary of State and most of the top echelon of the Department were present.
4. On Tuesday March 27, 1956, the sixth Departmental Briefing was conducted for 49 persons of State, Army, Navy, Air Force and NSA. formerly Acting Director of Personnel and now back with the Agency, attended as a special guest. The introductory remarks of the DDCI were well received. This audience proved very alert.
5. Chief/OB/BS spoke with the Project Officers of Navy, State and Air Force asking that they check more accurately on the punctuality and actual attendance figures of those designated to attend the Departmental Briefing.
6. The 19th CIA Review was conducted in the afternoon of 27 March 1956. Sixteen attended and lived up to the standard of being as tough a group as those in previous Review programs.

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7. Chief/OB/BS has had several discussions with persons working on the Catalog of Courses. His recommendations regarding the inclusion of the Dependents' Briefing and the Departmental Briefing are being carried forward by the Chief, Basic School.
8. Chief/OB/BS worked out with [] a complete schedule of actual dates for Dependents' Briefings and Departmental Briefings for each month until the middle of the calendar year 1957.
9. [] (formerly AD/ORE) now Chief, Intelligence, Office of Civil Defense, asked for assistance on a briefing to be done at Battle Creek, Michigan by an OCD official. In the conversation, it was learned that [] is dealing constantly with our Agency and would appreciate being included in a future Departmental Briefing. Chief/OB/BS will discuss this with the DDI.
10. The first part of the fourteenth Dependents' Briefing was conducted on Monday afternoon, 2 April 1956. Fifty-one attended. Included was [] who will take over in the future the subject "Life Overseas" which has been done up to now by []

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Attachment

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